

**STAFFORD TOWNSHIP SCHOOL DISTRICT
MANAHAWKIN, NJ**

PUBLIC AGENDA

BUSINESS MEETING

PLACE: Administration Building
DATE: January 15, 2009
TIME: 7:00 p.m.

CALL TO ORDER

The Stafford Township's Board of Education is called to order in compliance with the Open Public Meeting Act Law - 1975 Chapter 231 (P.L. 1975-231C). This meeting was advertised in the Atlantic City Press, Asbury Park Press, and the Beacon. Notice has been posted in the office of the Stafford Township Clerk and all school buildings.

FLAG SALUTE

ROLL CALL

Thomas Dellane	Member
Sam Fierra	Member
Scott Moses	Member
Tammy Nicolini	Member
Gregory Quille	Member
Carol Williams	Member
Lori Wyrsh	Member
Peter Slomkowski	Vice President
Denise Harrington	President

ALSO PRESENT

Ronald L. Meinders	Superintendent
Judith DeStefano	Assistant Superintendent
Enrico D. Siano	B.S/S.B.A.
Tracey Schneider, Esq.	Board of Education Attorney

ROUTINE MATTERS

(The following Routine Matters were discussed)

SUPERINTENDENT'S EDUCATIONAL REPORT

- 1. Attachment.

APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

To approve the minutes of the following meetings:

- 1. December 18, 2008

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Sam Fierra	—	—	—	Lori Wyrsh	—	—	—
Scott Moses	—	—	—	Peter Slomkowski	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Gregory Quille	—	—	—				

COMMUNICATION FROM THE PUBLIC (AGENDA ITEMS ONLY)

CLOSED SESSION

Litigation Update

CORRESPONDENCE TO AND FROM THE BOARD

BOARD BUSINESS

1. To approve the Stafford Township School District procedures, plans, and forms as listed on the Stafford Township School District Intranet.
2. To approve the Stafford Township School District School Crisis Response Handbook for Education, "The First 30 Minutes". Copy will be available at meeting.
3. To approve the Stafford Township School District "Emergency Response Handbook", for use with building evacuations, district-wide evacuations, lockdowns, and long term school closings.
4. To approve the following Substitute Handbooks:
 - a. Custodian Handbook
 - b. Support Staff Orientation.
 - c. Teacher Orientation.
5. To approve the Stafford Township School District 2008-2009 Parent/Student Handbook and Calendar. Copy will be available at meeting.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Sam Fierra	—	—	—	Lori Wyrsh	—	—	—
Scott Moses	—	—	—	Peter Slomkowski	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Gregory Quille	—	—	—				

NEW BUSINESS

A. FINANCE/INSURANCE/TRANSPORTATION

The following Finance/Insurance/Transportation items were discussed:
Chairperson of the Finance/Insurance/Transportation Committee - Tammy Nicolini -
Report: The Finance/Insurance/Transportation Committee has reviewed the following action items, has consulted with the Superintendent, School Business Administrator/Board Secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2008-2009 Goals and Objectives. In addition, we further certify that we have reviewed the attached bill list and are satisfied that curriculum related expenditures are directly related to the results of assessment data and that professional development expenditures are directly related to professional development plans.

1. To approve for payment of bills listed on the Bill Resolution dated January 15, 2009 totaling \$807,975.47. Attachment
2. To accept the Treasurer's Report for the month of November 2008 with a cash balance of \$5,204,237.24. Attachment
3. To accept the Secretary's Report for the month of November 2008 with a cash balance of \$5,204,237.24.
4. Certification of No Overexpenditures:
Pursuant to N.J.A.C. 6A:23-2.11(c)3, I, Enrico D. Siano, board secretary, certify that as of November 2008 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a).

Board Secretary

Date

Board Resolution:

Through the adoption of this resolution, we, the Stafford Township Board of Education, pursuant to N.J.A.C. 6A:23-2.11(c)4, certify that as of November 2008, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the business administrator and other appropriate district officials, that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b)4 I-VI and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

5. To approve the attached line item transfers.
6. To approve the Facility Use Agreement (use of indoor pool) between St. Francis Parish Center and Stafford Township School District on April 23, 2009.
7. To approve the attached budget calendar for 2009-2010.
8. To tentatively approve to award the bid for the McKinley Avenue Campus signage to Command Co., Inc. of Medford NJ in the amount of \$164,272. Alternate items would be an additional \$26,300. NOTE: Diamond Construction of Brick NJ also bid on this project in the amount of \$248,412 and alternate items at \$29,400.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Sam Fierra	—	—	—	Lori Wyrsh	—	—	—
Scott Moses	—	—	—	Peter Slomkowski	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Gregory Quille	—	—	—				

B. CURRICULUM/INSTRUCTION/TECHNOLOGY

The following Curriculum/Instruction/Technology items were discussed:

Chairperson of the Curriculum/Instruction/Technology Committee - Sam Fierra -

Report: The Curriculum/Instruction/Technology Committee has reviewed the following action items, has consulted with the Superintendent, Assistant Superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2008-2009 Goals and Objectives. In addition, we further certify that we have reviewed the attached professional development request list and are satisfied that each professional development event is directly related to the employee's duties, each event is fiscally prudent (consistent with N.J.S.A. 18A:11-12), that teaching staff requests are aligned to the New Jersey Core Curriculum Content Standards, and that administrator requests are aligned to the Professional Standards for School Leaders.

1. To approve the Professional Development requests shown on the attached listing.
2. To approve to accept two School Choice students from Eagleswood Township School District beginning January 5, 2009 and ending June 30, 2009.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Sam Fierra	—	—	—	Lori Wyrsh	—	—	—
Scott Moses	—	—	—	Peter Slomkowski	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Gregory Quille	—	—	—				

C. PERSONNEL/NEGOTIATIONS

The following Personnel items were discussed:

Chairperson of the Personnel Committee - Denise Harrington -

Report: The superintendent recommends the Board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants and are hereby recommended for an employment contract contingent upon the successful completion of their accredited degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly qualified Teacher requirements, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. These initial appointments may be changed as District needs develop unless otherwise stipulated. The Personnel/Negotiations Committee has reviewed the following action items, has consulted with the Superintendent, Assistant Superintendent and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2008-2009 Goals and Objectives.

1. To approve the attached list of substitutes for the 2008-2009 school year.
2. To approve the attached list of students to participate in student/teacher fieldwork for the 2008-2009 school year.
3. To approve the change in status for the following personnel beginning January 5, 2009 and ending June 30, 2009:
 - a. Priscilla Cyran, personal teacher aide, special education, McKinley Avenue Elementary School to MD class, Intermediate School.
 - b. Rosemary Buehler, personal teacher aide, MD class, McKinley Avenue Elementary School to, special education, McKinley Avenue Elementary School.
 - c. Susan Stillwell, personal teacher aide, BD class, McKinley Avenue Elementary School to MD class.
 - d. Cynthia Lytle, part-time teacher aide, SLD class, Intermediate School to PSD Autistic class, Oxycocus Elementary School.
4. To approve the New Jersey Department of Education county substitute certificate applications for Lori Savoth, Nadine Casardi, and Jacqueline Tuohy.
5. To approve a salary adjustment for Katherine Zurich for BA+30 beginning February 1, 2009.

6. To approve the following as personal assistants for an after-school program up to eight hours beginning January 2009 and ending March 2009:
 - a. Susan Cassaro for two students ID #'s 13642 and 16168.
 - b. Gail Rua for student ID #14552.

7. To approve the following requests for unpaid leaves of absence:
 - a. Judith Scutti, nurse coordinator, January 5, 2009, personal reasons.
 - b. Donna Brearley, teacher assistant, beginning January 12, 2009 and returning January 16, 2009, personal reasons.
 - c. Ramona Mulcahey, teacher, extension of existing leave of absence, beginning February 1, 2009 and returning September 1, 2009.
 - d. Desmond Brown, guidance counselor, beginning January 12, 2009 and returning February 12, 2009, medical leave.

8. To approve a salary adjustment for Christine Schmidt for BA+15 beginning with the 2009-2010 school year.

Vote

Member	Yes	No	Ab	Member	Yes	No	Ab
Thomas Dellane	—	—	—	Carol Williams	—	—	—
Sam Fierra	—	—	—	Lori Wyrsh	—	—	—
Scott Moses	—	—	—	Peter Slomkowski	—	—	—
Tammy Nicolini	—	—	—	Denise Harrington	—	—	—
Gregory Quille	—	—	—				

D. POLICY/LEGISLATIVE/COMMUNICATIONS

The following Policy/Legislative items were discussed:

Chairperson of the Policy/Legislative Committee - Scott Moses

Report: The Policy/Legislative/Communications Committee has reviewed the following policies and regulations, has consulted with the Board Attorney and other appropriate district officials, and hereby certify, pursuant to N.J.S.A. 18A:11-1, that the attached policies and regulations are in compliance with all applicable statutes and administrative code provisions and consistent with the Stafford Township Board of Education and the Stafford Township School District 2008-2009 Goals and Objectives. In addition, we further certify that the policies and regulations denoted with an asterisk "*" are being revised or adopted in accordance with recent changes in statute or administrative code.

E. BUILDINGS/GROUNDS/CAFETERIA

The following Buildings & Grounds/Cafeteria items were discussed:

Chairperson of the Buildings/Grounds/Cafeteria Committee - Peter Slomkowski

Report: The Buildings/Grounds/Cafeteria Committee has reviewed the following action items, has consulted with the School Business Administrator/Board Secretary and other appropriate district officials, and hereby certifies that the actions being approved are consistent with the Stafford Township Board of Education and the Stafford Township School District 2008-2009 Goals and Objectives.

OLD BUSINESS

ADVANCED PLANNING

1. Advanced Planning - attached.

COMMUNICATION FROM THE PUBLIC

CLOSED SESSION (IF NEEDED)- PERSONNEL/NEGOTIATIONS

BOARD OF EDUCATION INFORMATIONAL ITEMS

1. Attached:

ADJOURNMENT

PUBLIC COMMENT NOTICE - STAFFORD TOWNSHIP BOARD OF EDUCATION MEETINGS

The Stafford Township Board of Education welcomes the opportunity to hear what members of the public have to say about matters of public interest. However, we do have specific procedures in place for you to bring your concerns to the proper personnel. We refer to this as the chain of command. For example, if you have a concern involving something within the classroom, we would ask that you first speak to the teacher, and if necessary, the principal. If you have not utilized the chain of command, we would ask that you please do so prior to addressing your concerns in this meeting so that the district personnel are given the opportunity to resolve these matters to your satisfaction. If, after utilizing the chain of command, you feel your concerns have not been addressed, we welcome you to return to the next Board meeting to voice your concern. If you have any questions about the chain of command (or the appropriate person to whom you should address your concern), please feel free to ask any member of the Board at the break or when this meeting concludes. We would also like to make you aware that there are certain matters that the Board can only discuss in closed session. Thus, if your comments touch upon an issue that is only to be discussed in closed session or one where certain notices must be provided prior to the Board conducting any discussions, the Board will not be able to respond to your comments at this time. We will inform you if this is the case when you have finished speaking. Specifically, this situation may arise if you are discussing a particular employee (or employees) of the district or a particular student (or students).